



## COVID-19 Emergency Operations Center

SOP No: MS-184

Date of Last Revision: 06/08/22

# Standard Operating Procedure Sandwich Board Signage

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**Subject: Sandwich Board Signage for Medical Shelter Sites**

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## 1. Introduction

The purpose of this Standard Operating Procedure (SOP) is to provide guidance to Medical Shelter Site Management on what signage may be needed on Sandwich Boards at Medical Shelter sites.

## 2. Procedures

- **Background**

- Exterior signage is necessary to direct vehicles and communication directional alerts

- **Signage**

- Exterior signage will need to be weather resilient so it is recommended to procure heavy duty plastic sandwich boards with corrugated plastic signage within each one.
- Signage needed includes but is not limited to:
  - Hotel Closed
  - LA County disclaimer
  - Ambulance Entrance
  - All visitors must register at front
  - Right Arrow
  - Left Arrow
  - Straight Ahead Arrow
  - Security Check
  - Client Parking
  - Staff Parking